

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 5 APRIL 2022
FOR
FAMILY INFORMATION GROUP**

Clemence Hoar Cummings
Chartered Accountants
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Essex
RM7 7DN

FAMILY INFORMATION GROUP
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FOR THE YEAR ENDED 5 APRIL 2022

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FAMILY INFORMATION GROUP
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 5 APRIL 2022

The trustees present their report with the financial statements of the charity for the year ended 5 April 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives of the charity are to promote 'the relief of children suffering from any disability or learning difficulty (as defined by the Education Act 1981) and where appropriate the relief of financial hardship of the parent or legal guardian (such expressions shall mean or include the parent(s) or the legal guardian(s) that give comfort to a child in their family home) of such children and in particular but without prejudice to generality of the foregoing'.

The strategies employed to achieve the charity's objectives are to:

- 1) provide, cause to be provided or assist in providing facilities for the treatment, education, training and welfare of the beneficiaries;
- 2) make grants or donations to or for the benefit of the beneficiaries, their parent(s) or legal guardian(s) who are in needy circumstances;
- 3) provide equipment and apparatus for the beneficiaries.

The trustees have not adopted any fresh policy documents during the year.

The charity's two major areas of activity are its Playgroup and Playscheme, when deciding upon the activities that will be carried out the trustees have taken full regard of the Charity Commission's guidance on public benefit.

Significant activities

Playgroup

Playgroup was running as usual after the uncertain times of Covid, though it took time for parents to regain their confidence to send their children back. The Local Authority continued funding during this time enabling us to meet our overheads. FIG was run for around 55 children per term between the ages of 2 and 4 years.

Some children who attend have additional needs or disabilities. Places are funded either by 2, 3 and 4 Year old EEF funding, some private fees paid by parents and some children with additional needs are supported through additional Local Authority funding.

Playscheme

FIG was able to recommence its Playschemes and these ran during the Summer, October and February holidays. Funding was also confirmed for Easter and May.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

55 children per term attended FIG Playgroup when we were able to open. Playgroup is always well attended and parent feedback is always positive. We work closely with parents / carers to ensure all children's needs are met adequately. Children attending FIG Playgroup include both mainstream children and those with special needs.

152 children are now on our books for FIG Playschemes. Numbers we are able to provide for during each holiday depend on the amount of funding Havering give us.

FAMILY INFORMATION GROUP
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 5 APRIL 2022

FINANCIAL REVIEW

Principal funding sources

The financial results for the year are set out in the attached accounts. They show a deficit of £20,679 for the year, compared with the deficit of £17,496 for the year ended 5 April 2021. The total reserves at 5 April 2022 were £8,547 compared with £29,226 at 5 April 2021. Total expenditure during the year was £325,912 compared with total expenditure of £221,337 during the year ended 5 April 2021. The increase in income and expenditure was mainly due to the playschemes recommencing.

Reserves policy

The Trustees operate a policy on reserves and consider that it is still appropriate. Family Information Group are to maintain reserves equal to cover 3 months running costs, which may be necessary if the charity has a shortfall in funding. This policy amounts to the charity maintaining approximately £45,000 of free reserves. Current reserves have fallen to £8,547 and FIG is concerned about this. However, with playschemes currently planned for the whole of the next financial year, we should recoup some of the deficit. In addition to this, we will be seeking further additional core funding from external funders.

Should the charity's funding stream cease, the constitution in place states that 'If, upon the winding up or dissolution of the F.I.G. there remains, after the settling of all its debt and liabilities, any property whatsoever, this shall not be paid to or distributed among the members of the F.I.G. but shall be given or transferred to a charitable organisation with similar objects'.

FUTURE PLANS

Playgroup

FIG continues to provide the 30 hours free Government funded childcare to families and the uptake on this by parents has been very positive to date and future demand is apparent. We will be looking for further funding opportunities to enable us to continue with providing additional projects at FIG.

Playscheme

FIG's Playschemes continue to be in high demand from parents and we anticipate that we will be required to continue to provide these for as many school holidays as possible.

The fundamental plan is to maintain both the Playgroup and Playscheme provisions for the foreseeable future and build upon their success. FIG will seek additional funding in order to do this and continue to implement our cost saving strategies to ensure that expenditure remains low whilst maintaining the high standards of care that we provide.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Family Information Group is an unincorporated charity governed by its constitution dated 4 April 1981 and amended to allow for current governance arrangement on 20 October 1992. It was registered as a charity with the Charity Commission on 12 May 1981. Anyone over the age of 18 wishing to advance the objectives of Family Information Group can become a member of the charity.

Recruitment and training of trustees

Regular Management Committee meetings are held, which users of the charity are invited to attend. It is at these meetings that new Trustees are recruited, if there is an interest. Elections take place at the Management Committee meetings and for a new trustee to be officially recruited, they must be nominated by one member and then seconded by another.

Organisational

Family Information Group officers and Management Committee met regularly during the year to govern the activities of the charity.

A Chief Officer (known as the Chief Executive Officer) is employed to manage the daily operation of the charity and additional personnel are recruited on the approval of Trustees to undertake agreed activities. Volunteers are deployed to support and assist in the achievement of charitable objectives.

Induction and training of new trustees

The charity has a formal policy in place for the induction and training of its new trustees. This is provided through Scope and HAVCO. In addition to this, informal training is available at the regular Management Committee meetings.

FAMILY INFORMATION GROUP
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 5 APRIL 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Related Parties and Connected Organisations

The charity has no link with "Related Parties" as defined by the Statement of Recommended Practice and has not combined with any other organisation in the pursuit of its charitable objectives.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

282399

Principal address

Old Ingrebourne School
Taunton Road
Harold Hill
Romford
Essex
RM3 7SU

Trustees

Kathie Whitelock
Lorraine Sullivan
Jolene Harrop
Sunita Webb

The Trustees work with a Management Committee whose members during the year were:

President: Cllr Denis O'Flynn

Other members: Nicola Pell
Peterson Hinds
Lindsey Portsmouth

Independent Examiner

Lee Blunden FCCA CTA
Clemence Hoar Cummings
Chartered Accountants
Riverside House
1-5 Como Street
Romford
Essex
RM7 7DN

Bankers

Lloyds Bank Plc
102 Hildene Avenue
Romford
Essex
RM3 8DU

Approved by order of the board of trustees on and signed on its behalf
by:


.....
Lorraine Sullivan - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
FAMILY INFORMATION GROUP**

Independent examiner's report to the trustees of Family Information Group

I report to the charity trustees on my examination of the accounts of Family Information Group (the Trust) for the year ended 5 April 2022.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of _ which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Lee Blunden FCCA CTA
Clemence Hoar Cummings
Chartered Accountants
Riverside House
1-5 Como Street
Romford
Essex
RM7 7DN

Date: 31 January 2023

FAMILY INFORMATION GROUP
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 5 APRIL 2022

	Notes	Unrestricted fund £	Restricted funds £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM					
Charitable activities	2	319	-	319	4,105
Charitable activities					
Playgroup		145,905	7,750	153,655	121,310
Playscheme		128,885	-	128,885	-
Other income		22,374	-	22,374	78,426
Total		297,483	7,750	305,233	203,841
EXPENDITURE ON					
Charitable activities	4				
Playgroup		198,957	7,750	206,707	220,887
Playscheme		119,205	-	119,205	450
Total		318,162	7,750	325,912	221,337
NET INCOME/(EXPENDITURE)		(20,679)	-	(20,679)	(17,496)
RECONCILIATION OF FUNDS					
Total funds brought forward		29,226	-	29,226	46,722
TOTAL FUNDS CARRIED FORWARD		8,547	-	8,547	29,226

The notes form part of these financial statements

FAMILY INFORMATION GROUP

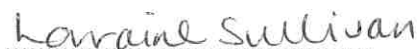
**BALANCE SHEET
5 APRIL 2022**

	Notes	Unrestricted fund £	Restricted funds £	2022 Total funds £	2021 Total funds £
FIXED ASSETS					
Tangible assets	9	2,430	-	2,430	3,240
CURRENT ASSETS					
Debtors	10	3,054	-	3,054	179
Cash at bank and in hand		40,010	-	40,010	61,884
		43,064	-	43,064	62,063
CREDITORS					
Amounts falling due within one year	11	(17,364)	-	(17,364)	(16,077)
NET CURRENT ASSETS		25,700	-	25,700	45,986
TOTAL ASSETS LESS CURRENT LIABILITIES		28,130	-	28,130	49,226
CREDITORS					
Amounts falling due after more than one year	12	(19,583)	-	(19,583)	(20,000)
NET ASSETS		8,547	-	8,547	29,226
FUNDS	14				
Unrestricted funds				8,547	29,226
TOTAL FUNDS				8,547	29,226

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:



.....
Kathie Whitelock - Trustee



.....
Lorraine Sullivan - Trustee

The notes form part of these financial statements

FAMILY INFORMATION GROUP
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 5 APRIL 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Investment income and fundraising proceeds are included when receivable.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Fees are included when the charity has a right to income by way of performance of services.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, which are as follows:

Fixtures and fittings	20% Straight line
Playgroup equipment	In year of acquisition
Improvements to property	Over period of lease

Taxation

As a charity, Family Information Group is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the General objectives of the charity.

Designated funds are unrestricted funds 'ring fenced' by the Management Committee for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

FAMILY INFORMATION GROUP

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 5 APRIL 2022**

2. CHARITABLE ACTIVITIES

	2022	2021
	£	£
Donations	319	4,105
	<u>319</u>	<u>4,105</u>

3. INCOME FROM CHARITABLE ACTIVITIES

		2022	2021
		£	£
Playgroup fees	Activity	13,135	8,550
Grants	Playgroup	140,520	112,760
Grants	Playscheme	128,885	-
		<u>282,540</u>	<u>121,310</u>

Grants received, included in the above, are as follows:

	2022	2021
	£	£
London Borough of Havering	257,555	106,410
FORE funding	7,750	2,000
Edward Gostling	-	4,350
	<u>265,305</u>	<u>112,760</u>

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 5) £	Totals £
Playgroup	133,481	73,226	206,707
Playscheme	80,419	38,786	119,205
	<u>213,900</u>	<u>112,012</u>	<u>325,912</u>

5. SUPPORT COSTS

	Management £	Other £	Finance £	Governance costs £	Totals £
Playgroup	66,601	3,503	502	2,620	73,226
Playscheme	37,151	935	-	700	38,786
	<u>103,752</u>	<u>4,438</u>	<u>502</u>	<u>3,320</u>	<u>112,012</u>

FAMILY INFORMATION GROUP
NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 5 APRIL 2022

6. TRUSTEES' REMUNERATION AND BENEFITS

There was no remuneration or other benefits paid to the members of the management committee for the year ended 5th April 2022, nor for the year ended 5th April 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 5 April 2022 nor for the year ended 5 April 2021.

7. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2022	2021
Direct	9	8
Support	3	2
	<u>12</u>	<u>10</u>

No employees received emoluments in excess of £60,000.

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities	4,105	-	4,105
Charitable activities			
Playgroup	114,960	6,350	121,310
Other income	78,426	-	78,426
Total	<u>197,491</u>	<u>6,350</u>	<u>203,841</u>
EXPENDITURE ON			
Charitable activities			
Playgroup	218,887	2,000	220,887
Playscheme	450	-	450
Total	<u>219,337</u>	<u>2,000</u>	<u>221,337</u>
NET INCOME/(EXPENDITURE)	(21,846)	4,350	(17,496)
Transfers between funds	4,350	(4,350)	-
Net movement in funds	(17,496)	-	(17,496)
RECONCILIATION OF FUNDS			
Total funds brought forward	46,722	-	46,722
TOTAL FUNDS CARRIED FORWARD	<u>29,226</u>	<u>-</u>	<u>29,226</u>

FAMILY INFORMATION GROUP
NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 5 APRIL 2022

9. TANGIBLE FIXED ASSETS

	Improvements to property £	Playgroup equipment £	Fixtures and fittings £	Totals £
COST				
At 6 April 2021 and 5 April 2022	13,200	34,953	30,129	78,282
DEPRECIATION				
At 6 April 2021	13,200	34,953	26,889	75,042
Charge for year	-	-	810	810
At 5 April 2022	13,200	34,953	27,699	75,852
NET BOOK VALUE				
At 5 April 2022	-	-	2,430	2,430
At 5 April 2021	-	-	3,240	3,240

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Other debtors and prepayments	3,054	179

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Bank loans and overdrafts (see note 13)	5,000	5,000
Social security and other taxes	869	2,577
Accruals and deferred income	11,495	8,500
	17,364	16,077

12. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2022 £	2021 £
Bank loans (see note 13)	19,583	20,000

13. LOANS

An analysis of the maturity of loans is given below:

	2022 £	2021 £
Amounts falling due within one year on demand:		
Bank loans	5,000	5,000
Amounts falling between one and two years:		
Bank loans - 1-2 years	5,000	5,000
Amounts falling due between two and five years:		
Bank loans - 2-5 years	14,583	15,000

FAMILY INFORMATION GROUP

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 5 APRIL 2022**

14. MOVEMENT IN FUNDS

	At 6.4.21 £	Net movement in funds £	At 5.4.22 £
Unrestricted funds			
General Fund	29,226	(20,679)	8,547
TOTAL FUNDS	<u>29,226</u>	<u>(20,679)</u>	<u>8,547</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General Fund	297,483	(318,162)	(20,679)
Restricted funds			
FORE funding	7,750	(7,750)	-
TOTAL FUNDS	<u>305,233</u>	<u>(325,912)</u>	<u>(20,679)</u>

Comparatives for movement in funds

	At 6.4.20 £	Net movement in funds £	Transfers between funds £	At 5.4.21 £
Unrestricted funds				
General Fund	46,722	(21,846)	4,350	29,226
Restricted funds				
Edward Gostling	-	4,350	(4,350)	-
TOTAL FUNDS	<u>46,722</u>	<u>(17,496)</u>	<u>-</u>	<u>29,226</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General Fund	197,491	(219,337)	(21,846)
Restricted funds			
FORE funding	2,000	(2,000)	-
Edward Gostling	4,350	-	4,350
	<u>6,350</u>	<u>(2,000)</u>	<u>4,350</u>
TOTAL FUNDS	<u>203,841</u>	<u>(221,337)</u>	<u>(17,496)</u>

FAMILY INFORMATION GROUP
NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 5 APRIL 2022

14. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 6.4.20 £	Net movement in funds £	Transfers between funds £	At 5.4.22 £
Unrestricted funds				
General Fund	46,722	(42,525)	4,350	8,547
Restricted funds				
Edward Gostling	-	4,350	(4,350)	-
TOTAL FUNDS	<u>46,722</u>	<u>(38,175)</u>	<u>-</u>	<u>8,547</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General Fund	494,974	(537,499)	(42,525)
Restricted funds			
FORE funding	9,750	(9,750)	-
Edward Gostling	4,350	-	4,350
	<u>14,100</u>	<u>(9,750)</u>	<u>4,350</u>
TOTAL FUNDS	<u>509,074</u>	<u>(547,249)</u>	<u>(38,175)</u>

FORE funding

This fund was established to cover the costs of employing specific playgroup workers to start the process of taking over CEO duties. The fund was fully utilised during the year

Edward Gostling

The fund was established to cover the cost of a new water boiler. The fund was fully utilised during the year.

15. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 5 April 2022.

FAMILY INFORMATION GROUP
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 5 APRIL 2022

	2022 £	2021 £
INCOME AND ENDOWMENTS		
Charitable activities		
Donations	319	4,105
Charitable activities		
Playgroup fees	13,135	8,550
Grants	<u>269,405</u>	<u>112,760</u>
	282,540	121,310
Other income		
LBH COVID-19 grant	8,000	20,241
Job retention scheme	<u>14,374</u>	<u>58,185</u>
	22,374	78,426
Total incoming resources	305,233	203,841
EXPENDITURE		
Charitable activities		
Personnel costs	126,559	102,824
Direct expenses	36,802	4,860
Training	1,177	595
Premises and utilities	22,629	18,942
Office costs	25,251	19,007
Sundries	<u>1,482</u>	<u>933</u>
	213,900	147,161
Support costs		
Management		
Wages	103,752	64,724
Other		
Insurance	4,438	5,158
Finance		
Bank charges	502	297
Governance costs		
Accountancy and legal fees	2,510	2,538
Fixtures and fittings	810	810
Computer equipment	<u>-</u>	<u>649</u>
	3,320	3,997
Total resources expended	<u>325,912</u>	<u>221,337</u>
Net expenditure	<u>(20,679)</u>	<u>(17,496)</u>

This page does not form part of the statutory financial statements